

## **RECORD** of Parent Forum Meeting held on 23<sup>rd</sup> May 2018

Present: Nerys Deutsch; Stacey Gibbs (SG); Kate Jarvis (KJ); Deborah Kaye (DK) (Chair); and Christina Ruso.  
Gemma Irvine (GI) (Headteacher); and Anita Shelton (AKS) (Office Manager)

### **1. Review of Actions from Last Meetings:**

- a) Applying for grants/funding has been postponed until Summer 2.
- b) A fall-back sports day has been pencilled into the school diary but the intention is that sports day will take place on 27<sup>th</sup> June whether indoors or out!
- c) The Golden Mile costs a large amount, and so the school will be introducing The Daily Mile. This will be introduced during Sports Week. No further investigation is required. The school will also be participating in the Primary Race for Life to raise funds for cancer research. Parents/carers will be required to 'marshall' the race for life as it will take place on Victoria Park. The Daily Mile will be ten circuits of the school playground.
- d) The Terms of Reference are on the website.
- e) Information on the sports curriculum is on the website.

It was suggested that a newsletter mention where to find the Terms of Reference and the Sports Curriculum information.

**Q)** Is the website complete and up to date now?

**A)** It is still a work in progress; there is little point uploading information which will be changing imminently. It will be complete and up to date for September 2018.

### **2. Consideration of Survey Outcomes**

The level of response (49 of around 187 families; 26%) can be considered to be good. It was noted that some of the responses have already fed into the clubs for Summer 2. Winter sports, such as football, will not take place until the Autumn term, to fit in with tournaments available in the Worthing area.

A more informative club information leaflet will be provided from September, to include more information on, for example, why clubs are aimed at specific year groups and the format they will take.

GI is in conversation with external providers for clubs that the school cannot provide, e.g. Fencing and Musical Instrument tuition.

**Q)** Can parents/carers help at clubs to enable more children to attend?

**A)** To run a club the parent/carer would need to be qualified in that area or a qualified teacher.

To assist, the parent/carer would need to understand that the teacher is in charge, be willing to commit to the half-term of provision, and acknowledge that they would not be able to favour their own (or their friends') child/ren.

**Q)** Could older children from the Bosco CET help to run clubs?

**A)** This would not be logistically feasible; there would also be insurance implications. However, the school is looking to use Year 6 children to support the running of clubs (e.g. lunchtime Scooter club) for EYFS and KS1. The school is also looking to revitalise the role of play leaders to include the running of lunchtime clubs such as skipping.

**Q)** Will Sports clubs only be run for tournaments?

**A)** They will be run to fit in with tournaments, but also for fun. Some children attending may have no wish to participate in the competitions but enjoy the weekly activity.

Regarding childcare, it was advised that all locality schools seem to offer extra-curricular clubs until 4 p.m./4:15 p.m. with childcare offered by one alternative provider in the same way as St Mary's; it was also pointed out that Childcare Club are now able to use the hall, playground and 'trim trail' as P.L.A.Y. are no longer blocking these. It was suggested that the number of places available at The Childcare Club could be communicated to parents/carers; also that children can go to Childcare Club following extra-curricular clubs.

The most popular club finishing times from the survey had been 4:00 p.m. or 4:30 p.m., and the cost most respondents would be willing to pay fell around £4-£5 with a sibling discount.

However, the cost of clubs would be set by the activity providers, who would also decide whether or not they were willing to offer sibling discounts or accept childcare vouchers.

#### ***Trips***

**Q)** Can parents/carers be provided with an explanation about why the payments have to be described as voluntary; and that the school cannot charge more to cover non-payers?

**A)** Yes, this can be communicated in a school newsletter.

**Q)** A lack of reminders was cited as one reason for non-payment. Can reminders be sent?

**A)** Named reminders are sent out; also, teachers often remind parents/carers.

**Q)** Can more notice be given?

**A)** From 2018-2019 more notice will definitely be given; the intention is to plan all trips by the start of the academic year. ParentPay is being considered, to provide parents with an electronic method of payment. Also, the total cost of all trips should be advised to parents/carers at the start of the year with opportunity to pay monthly.

- 3. Communication of staff changes** was raised. Some parents/carers knew the name of Deirdre (the 'school' puppy) more quickly than Miss Martin (Inclusion Team). GI explained that the timescale for Deirdre had been much greater, involving much planning including Risk Assessment and Public Liability insurance; Miss Martin's appointment had been made immediately prior to the holidays with a start immediately following.

#### **Date of Next Meetings:**

Tuesday 3<sup>rd</sup> July      5:30 p.m.      at the Richard Cobden

<b><i>Action Point</i></b>	<b><i>By whom</i></b>	<b><i>By when</i></b>
<b>AP:</b> Provide more information on clubs leaflet, including why aimed at year groups and format will take	GI	09/2018
<b>AP:</b> Advise parents/carers of number of places available at The Childcare Club (in a newsletter).	GI	07/2018
<b>AP:</b> Communicate in a newsletter why payments have to be described as voluntary; and that the school cannot charge more to cover non-payers.	GI	07/2018
<b>AP:</b> Provide a Club/Sports newsletter responding to questionnaire	GI	07/2018